

Town of Sterling

Office of the Town Clerk

1 Park Street, Sterling, MA 01564
Phone: 978-422-8111 ext.1 Fax: 978-422-0289
Email: townclerk@sterling-ma.gov

REQUEST FORM FOR BIRTH CERTIFICATE

PLEASE TYPE OR PRINT

FULL NAME OF PERSON ON RECORD	_____	_____	_____
	FIRST NAME	MIDDLE NAME	LAST NAME
DATE OF BIRTH	_____		
PLACE OF BIRTH	_____		
FULL NAME OF FATHER	_____	_____	_____
	FIRST NAME	MIDDLE NAME	LAST NAME
FULL MAIDEN NAME OF MOTHER	_____	_____	_____
	FIRST NAME	MIDDLE NAME	LAST NAME
APPLICANT'S NAME	_____		
MAILING ADDRESS	_____		
RELATIONSHIP TO PERSON WHOSE CERTIFICATE IS REQUESTED	_____		
EMAIL ADDRESS	_____		
SIGNATURE OF APPLICANT	_____		
	TELEPHONE NUMBER		

COST

- The cost for a certified copy is \$10 each.
- Make check or money order payable to the *Town of Sterling*
- The Sterling Town Hall offices do not accept credit card payments
- Please enclose a self-addressed stamped envelope.
- Records prior to 1950 require archival research. There is a service charge of \$16/hour for this service + the \$10 for a certified copy. Please contact the Town Clerk's Office, regarding these records.

Hours
Monday-Thursday: 7:30am – 5pm
Friday: 7:30am – 11:30am